U.S. PARALYMPICS SWIMMING
COACH TRIP LIST REQUIREMENTS

Coach Requirements

For initial consideration applicants must:

- Be a current coach member and coaching in an accredited swim program with all pertinent safety certifications valid (i.e. USA-S, YMCA, YWCA, HS, NCAA, NAIA, USMS)
- Have a valid passport and be able to travel internationally
- Currently coach in a recognized program (i.e. USA-S, YMCA, YWCA, HS, NCAA, NAIA, USMS)

Additionally, applicants must not have any:

- Pending complaints, investigations being conducted, or disciplinary proceedings pending before any authority or disciplinary board (or similar entity) of any jurisdiction in which she/he coaches where the complaint, investigation, or proceeding concerns coaching conduct/misconduct, safe sport misconduct, and/or anti-doping violations.
- Misdemeanor or felony conviction(s).

As coaches gain experience and move up in level they will be required to do the following (more information outlined below):

- Complete and pass the World Para Swimming Classification Programme (U.S. Paralympics Swimming will reimburse coaches the cost of the course, approximately $300 USD, upon successful completion).
- Complete and pass the U.S. Paralympics Swimming Officials Open Book Test.
- Complete and pass the IPC Introduction to Para Sport course.

The trip list will be updated on an ongoing basis as coaches apply and/or situations change. Once a coach is listed on the trip list, he/she must remain active by coaching in a program and/or coaching an athlete with an impairment. Coaches who are working with U.S. Paralympics Swimming in an additional role may also be considered. Should a coach’s credentials lapse, he/she has a six-month grace period to begin coaching in an ongoing program and/or an athlete with an impairment. In the event the coach does not do so, his/her status on the trip list will be reevaluated.

Ongoing Requirements

During the application process and if placed on the trip list, the coach will have an ongoing obligation to immediately notify U.S. Paralympics Swimming in writing should his/her situation change and if he/she no longer meets the requirements/qualifications set forth in this document. Additionally, the coach will have an ongoing obligation to notify U.S. Paralympics Swimming immediately if he/she is suspended from coaching for any reason and/or if the information he/she provided in this document is no longer accurate.

Coaching Levels

Consideration

- Has completed the application form (Attachment A)
- Has submitted coaching certifications
- Has completed the statement of interest (Attachment B)
- Has completed the United States Olympic Committee SafeSport course
Level 1
• Has a current passport and is able to travel internationally
• Has had experience at one (1) or more U.S. Paralympics Swimming Team Camps
• Has attended a minimum of two (2) domestic U.S. Paralympics Swimming competitions in a coaching role
• Has completed and passed the U.S. Paralympics Swimming Officials Open Book Test.
• Has completed and passed the IPC Introduction to Para Sport course.
• Is eligible for Level 2 competition/camp assignments (i.e. Assistant Coach, Sport Science, PCA)

Level 1 Camps/Competitions
• All domestic training camps and competitions:
  o U.S. Paralympics Swimming Team Camps
  o U.S. Paralympics Swimming/Swimming Canada Can-Am Meets
  o Regional World Para Swimming Approved Meets such as:
    ▪ Cincinnati Para-Swimming Open
    ▪ Central Oklahoma Para-Swimming Open
    ▪ Jimi Flowers Meet
    ▪ California Classic

Level 2
• Has a current passport and is able to travel internationally
• Has had sufficient domestic experience
• Has attended a minimum of one (1) international event included in the U.S. Paralympics Swimming Athlete and Sport Program Plan in a coaching role.
• Has completed and passed the World Para Swimming Classification Programme (U.S. Paralympics will reimburse coaches the cost of the course, approximately $300 USD, upon successful completion).
• Eligible for Level 3 competition/camp assignments in supporting roles (i.e. Assistant Coach, Assistant Team Leader, Sport Science, PCA)

Level 2 Camps/Competitions
• All events in Level 1 plus U.S. Paralympics Swimming supported international competitions and/or international training camps with the exception of World Championships, Parapan American Games and Paralympic Games.
  o World Cup events
  o Foreign National Opens or Championships
  o USA Swimming competitions to which U.S. Paralympics Swimming sends a team

Level 3
• Has had sufficient international experience
• Eligible for consideration for all leadership positions (i.e. Head Coach / Team Leader)
• Eligible for all Level 3 competition/camp assignments in any role.

Level 3 Camps/Competitions
• All camps related to below mentioned competitions
• All events in Level 1 and 2 plus all international events including major competitions
  o World Para Swimming World Championships
  o International Regional Championships – i.e. Parapan American Games
  o Paralympic Games

*Changes in levels or selection of events can be made at the discretion of the Director, U.S. Paralympics Swimming or Associate Director, Para Swimming Sport Operations.*
ATTACHMENT A
U.S. Paralympics Swimming
TRIP LIST APPLICATION

Please fill in ALL information below and attach the following to this application:

- Copy of current Coach Registration Card from accredited swim program
- Completed Statement of Interest (Attachment B)
- Signed United States Olympic Committee Coaching Ethics Code (Attachment C)
- Signed United States Olympic Committee Code of Conduct for U.S. Paralympics National Team and U.S. Paralympics Programs (Attachment D)
- Completed United States Olympic Committee SafeSport Course (contact Jamie Martin at Jamie.Martin@usoc.org for instructions)
- Submit to U.S. Paralympics Swimming background check (contact Jamie Martin at Jamie.Martin@usoc.org for instructions)

First Name: ___________________________ Middle Name: ___________________________
Last Name: ___________________________ Birth Date: ___________________________
Citizenship: ___________________________
Home Address: ___________________________
City, State, Zip: ___________________________
Home Phone: ___________________________ Home Fax: ___________________________
Home Email: ___________________________ Cell Phone: ___________________________
Work Address: ___________________________
City, State, Zip: ___________________________
Work Phone: ___________________________ Work Fax: ___________________________
Work Email: ___________________________
Current Coaching Position (i.e. Head Coach, Asst Coach): ___________________________
Name of Program/Club: ___________________________
Program Affiliation (i.e. USA-S, YMCA, etc.): ___________________________
Athletes with impairments in your program:

Name: ___________________________ Impairment: ___________________________
Name: ___________________________ Impairment: ___________________________
Name: ___________________________ Impairment: ___________________________
I certify that I meet all of the requirements set forth in the trip list application, and I will immediately notify U.S. Paralympics Swimming in writing should my situation change and I no longer meet the requirements/qualifications set forth in this application and/or am suspended from coaching for any reason and/or the information I provided herein is no longer accurate.

I understand that a criminal background check and a motor vehicle background check are part of the Trip List Staff application process. I understand that I may be asked to consent to or personally request such a check and may be invoiced accordingly. I understand that this step must be completed before my application will be considered complete.

Signature_________________________________________ Date____________

Completing this application does not mean that an individual will be placed as a national team coach at any time or for any specific event. U.S. Paralympics Swimming may remove an individual from the list at any time for any reason. You may remove yourself from the list at any time for any reason by sending written notice to the Director, U.S. Paralympics Swimming.
Please answer the following:

1. Why do you want to be considered to be a part of the U.S. Paralympics Swimming Coaches Trip List?

2. What do you hope to achieve by being a part of the U.S. Paralympics Swimming Coaches Trip List?
Please Print

Name: ____________________________ (Last, First MI)

Sport/Program: ____________________

Birthdate: _______________________

Mailing Address:

__________________________________________________________

City/State/Zip:

__________________________________________________________

I have read and understand the United States Olympic Committee’s Coaching Ethics Code. I agree to abide by the Code, and I understand that violations may result in full or partial forfeitures of my coaching privileges at sites or events under United States Olympic Committee governance.

Signature: _______________________________ Date: ________________
PLEDGE AND AGREEMENT

I pledge to uphold the spirit of this Code of Conduct (the “Code”), which offers a guide to my conduct as a member of a U.S. Paralympics National Team or a U.S. Paralympics Team to international competition (the “Team”). This Code applies to those Paralympic sports in which the United States Olympic Committee (USOC) has not recognized a National Governing Body or a Paralympic Sport Organization to govern the sport. I acknowledge that I have a right to a hearing if my opportunity to compete is denied or if I am charged with a violation of this Code.

I have familiarized myself with the Code and understand that acceptance of its provisions is a condition of my membership on the Team.

As a Member of the Team, I hereby promise and agree that I:

☐ will abide by all published rules related to the Team selection procedures as approved by U.S. Paralympics or the USOC;

☐ have acted and will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct;

☐ will maintain a level of fitness and competitive readiness that will permit my performance to be at the maximum of my abilities;

☐ will submit to a physical examination by USOC medical personnel if my ability to compete is compromised due to physical injury, illness or incapacity and I understand that such physical injury, illness or incapacity may be cause for my not being selected to the Team, being removed from the Team, or not being allowed to participate if I remain on the Team.

☐ will not commit a doping violation as defined by the World Anti-Doping Agency (WADA), the United States Anti-Doping Agency (USADA), the International Paralympic Committee (IPC) or USOC rules;

☐ am not currently serving a doping violation and/or do not have a pending or unresolved doping charge;
will not engage in any conduct that is criminal under any laws applicable to me, including, but not limited to laws governing the possession and use of drugs and alcohol and providing of drugs to any person and of alcohol to minors;

will not participate or assist in any gambling or betting activities associated with any event related to my sport or my participation;

am eligible to compete under the rules of the IPC and its pertinent committees, and its pertinent member organizations and under the rules of the USOC;

am in possession of a valid USA passport, that will not expire prior to six months following the conclusion of any international competition, should I be chosen for an international team that requires a passport;

will refrain from conduct detracting from my ability or that of my teammates to attain peak performance;

will respect the property of others whether personal or public;

will maintain a level of personal hygiene and cleanliness appropriate to respect my teammates;

will respect members of my Team, other teams, spectators and officials, and engage in no form of discriminatory behavior nor in any form of verbal, physical or sexual harassment or abuse;

will follow the Team rules, whether set by Team leadership or adopted by consensus, including by way of example, rules regarding curfew and required attendance at Team meetings;

agree to wear the uniforms approved by U.S. Paralympics at official activities sponsored by the USOC or U.S. Paralympics as directed by U.S. Paralympics staff, and I agree to compete in the U.S. Paralympics-approved Team uniform, where such a uniform is provided, in competitions at which I am supported by U.S. Paralympics. I agree to wear the names and logos of U.S. Paralympics sponsors, suppliers and licensees on Team competition wear, other uniforms and casual wear as provided by U.S. Paralympics. I agree to not alter any Team uniform, either by removing or obstructing the names or logos of U.S. Paralympics sponsors, suppliers and licensees or by adding patches, stickers, or other means of displaying unauthorized names, logos or messages;

agree to not demean or defame the USOC, U.S. Paralympics or its sponsors, their names, logos, marks, products or services. I acknowledge that endorsing and supporting U.S. Paralympics sponsors through my actions and words reflects well on the team and on those supporting the team.
agree to be filmed, videotaped and photographed, and to have my image and voice otherwise recorded, in any media, during any event I am attending under the auspices of the USOC or U.S. Paralympics, by U.S. Paralympics official photographer(s), film crew(s) and video crew(s), and by any other entity authorized by U.S. Paralympics, under the conditions specified by U.S. Paralympics. I hereby grant U.S. Paralympics the irrevocable, perpetual, fully paid-up, worldwide right and license to use, and to authorize third parties to use, in all media, my name, picture, likeness, voice and biographical information for: (1) news and information purposes, (2) promotion of the Paralympic movement and the specific competition(s) in which I compete, (3) promotion of the Team, and (4) promotion of U.S. Paralympics and the USOC; in no event may U.S. Paralympics or the USOC use or authorize the use of my name, picture, likeness, voice and biographical information for the purpose of trade, including any use in a manner that would imply an endorsement of any company, product, or service, without my written permission;

will not use or authorize the use of photographs, films or videos of myself in my USOC or Paralympic Team apparel or equipment or the use of any USOC or U.S. Paralympics logo for the purpose of trade, promotion, fund raising or on merchandise, without the prior written consent of U.S. Paralympics;

will abide by the rules of the IPC or other Paralympic international federations concerning allowable trademark identification on clothing and equipment worn or used in competition or on visible body tattoos.

understand that if I require legal representation because I am accused of criminal misconduct or an anti-doping violation, or if for any other reasons I require the services of an attorney, I will be personally responsible for payment of such legal fees and expenses;

will act in a way that will bring respect and honor to myself, my teammates, the Team, U.S. Paralympics, the USOC, and the United States; and

will remember that at all times I am an ambassador for my sport, my country and the Paralympic Movement.

PARTICIPANT’S AFFIRMATION

I have read and accept this Code of Conduct. I agree to the rules, guidelines, jurisdiction and procedures stated in these documents as a condition of being a member of the Team.

_________________________  _______________________
Signature                                              Date